

Agenda Item No. 31.6  
For Agenda of June 12, 2007



***Tigard City Council Meeting Minutes***

Date: April 17, 2007  
Time: 6:30 p.m.  
Place: Tigard City Hall, 13125 SW Hall Boulevard  
Tigard, Oregon  
Attending: Mayor Craig Dirksen Presiding  
Councilor Gretchen Buehner  
Councilor Sally Harding  
Councilor Sydney Sherwood  
Councilor Tom Woodruff  
Absent:

Agenda Item	Discussion & Comments	Action Items (follow up)
Workshop Meeting	<p>1.1 Mayor Dirksen called the City Council to order at 6:34 p.m.</p> <p>1.2 Council Present: Mayor Dirksen, Councilors Buehner, Harding, Sherwood, and Woodruff.</p> <p>1.3 Pledge of Allegiance</p> <p>1.4 Council Communications &amp; Liaison Reports</p> <p>1.5 Call to Council and Staff for Non-Agenda Items</p> <p>City Manager Prosser said there were several Non-Agenda Items that were included in the Council Newsletter Packet on Friday that would be discussed at the end of the Workshop meeting. These include funding requests and information on the Regional Transportation Plan. He said Councilor Buehner had a report on the state legislative annexation discussions and wanted feedback from Council.</p> <p>Councilor Buehner said she also had a report from the Intergovernmental Water Board.</p>	
2. Tree Board Interim Charge Statement – Tree Protection and Urban Forest	<p>Long Range Planning Manager Bunch gave the staff report. Tree Board members Rob Callan, Kandace Horlings and Chair Janet Gillis and were in attendance. Mr. Bunch noted that the Tree Board was established in 2001 with the mission to protect</p>	

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Enhancement	<p>trees on public property.</p> <p>He described the process through which the Tree Board developed their proposed interim charge statement. He suggested a broader role for the Tree Board would include advising the Council, Planning Commission and others regarding Tigard's natural resources and trees.</p> <p>Councilor Harding agreed with the Tree Board's direction and the term "interim" in their charge statement, saying there may be even more responsibilities assigned to the Tree Board when the Comprehensive Plan is updated.</p> <p>Mayor Dirksen said he was very supportive of the direction this was going and particularly appreciated the philosophy in Attachment 2 recognizing balancing the needs of private property owners with the needs of the community and the protection of resources.</p> <p>Councilor Harding reminded the Tree Board that they don't have to wait for a Council meeting; they can contact their liaison, Councilor Woodruff, whenever they have something to discuss.</p> <p>Long Range Planning Manager Bunch said staff would prepare a Tree Board Interim Charge Statement of Tree Protection and Urban Forest Enhancement agenda item for Council consideration at a future meeting.</p>	
3. Reconsideration of Planning Commissioner Duties to Serve as Liaisons to Other Boards, Commissions, and Committees	<p>Long Range Planning Manager Bunch gave the staff report and noted that Planning Commission Chair Jodie Inman and Vice-Chair David Walsh were in attendance.</p> <p>He said there were two issues to discuss –</p> <ol style="list-style-type: none"> <li>1) Should the City Council suspend the mandatory practice of having Planning Commission members serve as liaisons to other City boards, commissions and committees?</li> <li>2) Should the City Council modify the CCAC bylaws to replace the Planning Commissioner position with a Tigard resident having expertise in</li> </ol>	

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	<p>real estate development, urban planning, or affordable housing?</p> <p>He said staff recommends that Council not mandate that Planning Commission members serve on other City Boards or Committees. He said this would not prevent a voluntary membership on another Board or Committee but would end the ad hoc practice of requiring it.</p> <p>He said the CCAC requested a member who is an expert in real estate development, urban planning and design, or affordable housing that can serve full time on the CCAC.</p> <p>He said if Council accepts these recommendations there are other ways to ensure good communication such as charging staff with that responsibility. He said, for example, the Community Development Department has the responsibility to staff many of the boards and commissions and that one department could provide communication among several.</p> <p>Mayor Dirksen asked if there were any members of the Planning Commission who wished to comment.</p> <p>Planning Commission President Inman noted the past year's high attrition rate and said the number of meetings had increased significantly due to the Comprehensive Plan amendment, downtown development, and the urban renewal district. She said the additional requirement that members serve on other boards could lead to continued attrition and the Planning Commission supported bringing this issue to Council.</p> <p>Councilor Woodruff said the Planning Commission is clearly involved in major activities currently and has Council's full support. He said it seemed reasonable not to expect them to serve on additional committees unless they have the desire to do so.</p> <p>Councilor Buehner said she remembered that the Ordinance forming the Parks Board required a Planning Commission member so an ordinance change would be required. She said she personally</p>	

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	<p>disagreed with ending this requirement. Councilor Buehner said she thought the CCAC worked much better because a Planning Commission member was there.</p> <p>Mayor Dirksen expressed dismay at the recent board turnover and said he realizes that a lot is expected of the City's boards and commissions. He said if adjustments make the service less burdensome, yet can maintain the effectiveness of the boards, he supported them. He said he assumed that the Boards and Commissions monitor each other's minutes and if they see something within the minutes, comment on it and address the issue. He encouraged the City's boards and commissions to communicate with each other as they see fit. He said Council may ask them for closer communication when they deem it necessary.</p>	
<p>4. Enhanced Citizen Participation Update</p>	<p>Assistant City Manager Newton reported that progress has been made on the neighborhood web pages.</p> <p>She noted a staffing change has occurred and Nancy Lof, formerly in the Information Processing Department, moved over to the City Administration Department to fill a Communication/Graphic Designer role. She will be working on the City's website as well as developing the neighborhood web page project.</p> <p>She showed Council a neighborhood web page template. She said the neighborhood web pages will include the City's logo and a link to Tigard's home page. She said people will also be able to see land use decisions in their neighborhood listed with ties to the GIS system. Another feature the City will provide is photographs. Technical aspects of a blogging system whereby they could submit questions are being worked on.</p> <p>She said neighborhood contacts will receive training and guidelines and some content from the City but will be developing their own neighborhood news.</p> <p>In response to a question from Councilor Woodruff on whether content would be given to the City</p>	

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	<p>webmaster, Assistant City Manager Newton said the neighborhoods will be able to load it themselves, similar to what the Tigard Youth Advisory Council does now. She said the City will provide them with training but City staff will not manage them.</p> <p>She said the idea of the neighborhood programs is to empower people in the neighborhoods to address their issues locally as much as possible, with the City's assistance.</p> <p>She said the plan is to use Community Connectors to test the newsletters in pilot neighborhoods and program is on track to be rolled out by the end of the year.</p> <p>Councilor Sherwood said she thought this would even create more interest in the City website.</p> <p>Assistant City Manager Newton noted that the focus this summer is on community-building events in pilot neighborhoods. There will also be work done this summer with the CCI to develop a committee structure.</p> <p>She said upgrades on print materials the City produces are in process. Regarding the Council's Goal on communication, she said the citizen comment card was completed and sent to the printer. She said they are looking at additional liaison training for boards and commissions.</p>	
<p>5. Workshop Prior to Public Hearing for Comprehensive Plan Amendment to Update Downtown Goals, Policies, and Action Measures</p>	<p>Long Range Planning Manager Bunch introduced new employee John Floyd, recently hired as an Associate Long Range Planner.</p> <p>Associate Planner Farrelly gave the staff report and PowerPoint presentation on the Comprehensive Plan Amendment which is scheduled for a public hearing at the April 24, 2007, Council meeting.</p> <p>He said the proposed Amendment updates the downtown goals, policies and action measures and provides the legislative foundation for future changes in the Downtown program, such as new land use and design regulations. He said this update is necessary in order to implement the Tigard</p>	

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	<p>Downtown Improvement Plan (TDIP). He said the current Comprehensive Plan language is inadequate, and this Comprehensive Plan Amendment reflects Downtown's new multifunctional role.</p> <p>He said the goal of the TDIP and the Comprehensive Plan Amendment is the same – create a vibrant and active urban village at the heart of the community, that is pedestrian oriented, accessible by many transportation modes, recognizes and uses natural resources as an asset, and features a combination of uses that enable people to live, work, play and shop in an environment that is uniquely Tigard.</p> <p>He said that on March 19, 2007, a public hearing was held before the Planning Commission. In the public testimony, two main concerns were voiced: 1) Nonconforming uses; and 2) Process and Procedural Issues. He said these concerns are addressed in detail in a March 29, 2007 memo in the Council packet. The Planning Commission made one revision and then recommended approval, by unanimous vote.</p> <p>Mayor Dirksen said it is timely to make this Comprehensive Plan amendment so we can move ahead with the downtown plan. He also said he was impressed with the response staff gave to citizen concerns.</p>	
6. Future MSTIP Proposal	<p>Engineer Duenas presented a PowerPoint on a proposal from the WCCC (Washington County Coordinating Committee) members to dedicate future MSTIP (Major Streets Transportation Improvement Program) revenue to arterial and collector streets of Countywide significance. He said it is proposed that Traffic Impact Fees (TIF) be used for collector streets.</p> <p>Mayor Dirksen noted that he attended the March 22, 2007, WCCC workshop meeting of elected officials who agreed with this proposal. He said he needs Council direction on this proposal to take back to the May 7, 2007, WCCC meeting.</p>	

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	<p>Councilor Woodruff said he was concerned that “county-wide significance” is not defined.</p> <p>Councilor Harding said it is important to have elected officials as well as staff on these committees because they are more effective in obtaining funding for the south portion of Washington County.</p> <p>Engineer Duenas discussed funding scenarios and asked for Council’s feedback.</p> <p>Councilor Sherwood asked whether there would be an inventory of all county roads identifying their maintenance needs. Engineer Duenas said there was a list identifying existing roads and their deficiencies as well as future capacity requirements. He said some roads need widening, not just maintenance, such as 72nd Avenue, for example.</p> <p>Councilor Buehner said this area of Washington County needs to represent itself more and express its needs. Councilor Sherwood noted that one of the current year’s Council Goals is for the Council to become more involved with Metro and the County. She said obtaining funds for roads is very political and Tigard must be politically engaged at every level.</p> <p>Councilor Harding said it was also important to get the Tigard business community involved.</p> <p>Council consensus was to move forward on another MSTIP bond based on county-wide significant arterials.</p> <p>Engineer Duenas noted that the county-wide TIF (Traffic Impact Fee) was estimated to cover 33% and now is only at 20%-25%. He said different scenarios were presented by Washington County, involving the existing TIF, amendment of the TIF or a county SDC or city SDC. He asked which options the Council supported.</p> <p>Councilor Buehner recommended that Tigard have its own TIF or SDC.</p>	

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	<p>Mayor Dirksen supported continuing a county TIF but also having a City SDC or TIF so money earned locally remains in Tigard. He noted that Sherwood's SDC is much higher than Tigard's yet it has not curtailed development.</p> <p>Consensus from Council is to support the county TIF but explore an SDC or TIF locally to help cover costs.</p>	
7. Realignment of 175 <sup>th</sup> Avenue	<p>Engineer Duenas presented a staff report and asked Council if they desired to take a position regarding the realignment of SW 175<sup>th</sup> Avenue at Scholls Ferry Road. He said this project is funded by Washington County's MSTIP 3B program.</p> <p>Mayor Dirksen said since this is not inside the city limits of Tigard he did not want to invest much time in discussing it.</p> <p>Councilor Buehner said the intent of Roy Rogers Road was to provide a north-south traffic connection that could move quickly. She said if traffic is all run onto Roy Rogers Road it defeats the purpose and will have an impact on Tigard residents. She said 175<sup>th</sup> is going to be continued south of Scholls Ferry Road.</p> <p>Engineer Duenas noted that Roy Rogers Road is backed up in the evenings all the way to Bull Mountain. An alternate route might help with severe congestion.</p> <p>Mayor Dirksen said this was an issue for the people who will be doing the planning for this area but he agreed it was good to be cognizant of what is going on.</p>	
8. Non Agenda Items	<p>1. Status of Metro's 2035 Regional Transportation Plan (RTP)</p> <p>Long Range Planning Manager Bunch summarized the Status of the RTP and how it affects Tigard. He said the process to update the Regional Transportation Plan is different than in the past and is designed to be consistent with Metro's New Look.</p>	

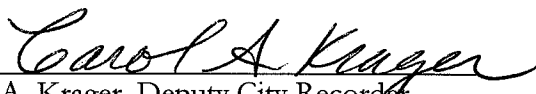


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	<p>He said this transportation plan is also different in that is not just a project list. He said its focus is on the entire regional system to achieve desired outcomes that are in the Region 2040 plan – centers, corridors, economic development, and freight and business centers - with an emphasis on freight mobility. He said this RTP Update emphasizes two tracks in Phase Three that make a distinction between transportation investments that serve statewide and regional mobility, and those investments that build communities.</p> <p>He said it will be important for Tigard and other jurisdictions to weigh in on investment strategies both for statewide mobility (I-5 and Highway 217) and for transportation projects that promote the community building.</p> <p>He said staff will be working with the Washington County Coordinating Committee (WCCC) and the City Council to list projects that meet specific criteria in the RTP. Two big criteria for the projects are: a) cost is more than \$1 million and b) must go through a process.</p> <p>Long Range Planning Manager Bunch said the projects are due to Metro on June 8 and the RTP adoption process is scheduled from October through December. A draft will be available for public review and comment in October, 2007.</p> <p>Community Development Director Coffee noted that rapid bus transportation is indicated on the existing plan and may drop off if it doesn't get some consideration. He said a rapid bus system utilizes exclusive lanes for buses that have frequent stops.</p> <p>Mayor Dirksen said concerns were expressed by Washington County leaders regarding the RTP process and the lack of focus on surface as opposed to multi-modal transportation. He said there is also a concern about how project importance is weighted, i.e., a sidewalk in Portland's Pearl District may carry the same weight as an additional lane on Highway 217.</p>	

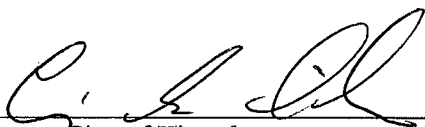
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	<p>Councilor Buehner said she is concerned that widening 217 only between Canyon Road and Highway 26 will not resolve major bottlenecks.</p> <p>Mayor Dirksen said Tigard is in a good position because the Capital Investment Plan was just updated and projects have been identified in the transportation system plan and the Washington Square Regional Center plan.</p> <p>Councilor Harding suggested reminding the community to write to Metro and ODOT (perhaps through a link on the City webpage) and support the transportation projects for the south part of Washington County.</p> <p>2. City Manager Prosser said the City recently received three requests for funding from outside groups.</p> <p>These requests are time sensitive and if Council wishes to consider them they require budget amendments to be presented for Council approval at the April 24, 2007 Council business meeting. Requests include:</p> <ul style="list-style-type: none"> <li>a) \$1,000 in funding towards a sustainability study that the Vision Action Network is creating for Washington County.</li> <li>b) Tigard Safety Town has been teaching safety awareness to children between the ages of 4 and 6 since 1972. The City does not sponsor the event but Tigard Police assist with training components. The City has provided insurance in the past but this year the insurer would not add it to Tigard's policy because Safety Town is not "directed and controlled" by the City. This information was not received in time for them to increase the Safety Town registration fees this year. They are requesting \$2,872.</li> <li>c) The third request was from community organizers of an event in Cook Park for dog owners and their pets. They requested that</li> </ul>	

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	<p>the City cover the insurance costs which Tigard's insurance carrier will not cover because, as with Safety Town, the City does not "direct and control" the event. Instead, the City of Tigard waived the insurance requirement so this funding request has been withdrawn.</p> <p>Council agreed to consider the Tigard Safety Town and the Vision Action Network funding requests at the April 24, 2007 Council meeting, on a one-time basis</p> <p>3. Councilor Buehner gave an update on annexation legislation.</p> <p>She noted that the legislative counsel's opinion was that deferring and phasing in of property taxes is unconstitutional. Mayor Dirksen asked if this affects Tigard's policy of phasing in taxes for new annexations. City Manager Prosser said the City Attorney should be consulted on that question. He said he did not think Oregon's Attorney General had weighed in on this yet.</p> <p>Mayor Dirksen said he would be opposed to any restriction on the City's ability to annex island properties. He asked Council if their consensus was to request their legislator to vote no. They agreed that this was their consensus.</p> <p>4. Mayor Dirksen mentioned that May 29, 2007 is the next scheduled Fifth Tuesday meeting.</p> <p>5. City Manager Prosser said budget hearings start on Monday, April 30, 2007, and the Budget Committee plans to complete these hearings in three meetings this year. The dates are April 30, May 7 and May 14 at 6:00 p.m. in the Library Community Room.</p> <p>6. Councilor Buehner said she will report on the Intergovernmental Water Board at the next Council meeting.</p>	<p>City Manager will request an opinion from the City Attorney on property tax deferral for annexed property.</p>

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10. Adjourn	The meeting adjourned at 8:46 p.m.	<p>Councilor Woodruff moved and Councilor Sherwood seconded the motion, to adjourn the meeting.</p> <p>The motion was approved by a unanimous vote of Council present.</p> <p>           Mayor Dirksen      Yes            Councilor Buehner    Yes            Councilor Harding    Yes            Councilor Sherwood   Yes            Councilor Woodruff   Yes         </p>

  
 Carol A. Krager, Deputy City Recorder

Attest:

  
 Mayor, City of Tigard

Date: June 12, 2007